



California Department of Transportation

Duty Statement

CLASSIFICATION TITLE	DISTRICT/DIVISION/OFFICE
Caltrans Tree Maintenance Worker	10/630 Angels Camp/ Modesto

WORKING TITLE	POSITION NUMBER	EFFECTIVE
	910-630-9381-XXX	

As a valued member of the Caltrans team, you make it possible for the Department to provide a safe, sustainable, integrated, and efficient transportation system to enhance California's economy and livability. Caltrans is a performance-driven, transparent, and accountable organization that values its people, resources and partners, and meets new challenges through leadership, innovation and teamwork.

General Statement:

This is the entry and journey level in the Caltrans Tree Maintenance series. Under supervision, incumbent will trim, shape, remove trees and apply application of pesticides along transportation facility rights of way and in State facilities. Incumbent will also perform aerial rescue when required. A valid Class C license is required. A Class A or B license would be desired within 6 months. Incumbent may be required to travel up to 80% of the time.

Typical Duties:

Percentage Job Description
Essential (E)/Marginal (M)

50% (E) Operate a variety of equipment, including but not limited to trucks, personnel hoists, and brush chippers.

Climb trees by means of ropes or spurs

Use safety belt and other required rigging

Trims and removes limbs and branches

Uses both power and hand saws and similar equipment

Lowers cut limbs and branches by lines

Cuts brush along the transportation facility rights of way, and at State facilities

Maintains and cares for tree climbing and trimming equipment

Acts as a flagger for traffic control

Uses aerial equipment and pneumatic and hydraulic tools;

Application of pesticides

Properly operate 2-way radios.



California Department of Transportation Duty Statement

Operate manual/power hand tools including but not limited to shovels, rakes, pitchforks, brooms, post-drivers and pullers, wrenches, chainsaws, weed eaters, hay blowers, hydro seeders jack-hammers, hand saws, pruning sheers, picks, shovels, digging bars, power drills, power grinders.

Move a variety of heavy objects including but not limited to concrete forms, bridge jacks, concrete bags and pails, and tires.

Perform Custodial work duties including but not limited to sweeping, emptying trash, cleaning restroom facilities and replenishing supplies.

Attend all required training programs.

Perform heavy labor associated with tree work

50% (E)

Assigned to other areas

Supervision Exercised Over Others

Normally this position does not supervise, however, the incumbent may be placed in charge or called upon to act as leadperson for a short duration

Knowledge, Abilities and Analytical Requirements

Knowledge of various ropes, knots and splices used in tree trimming work; different cuts used for felling and limb removal; climbing power tool and pesticide safety regulations and safety practices; appropriate rigging procedures; different types of climbing methods; pruning techniques; rope strengths in conjunction with wood weights; basic mathematics including addition, subtraction, multiplication and division; operation and service requirements of various types of specialized equipment; different types of wood in terms of ease or resistance to cuts; safe pesticide application techniques.

Ability to climb trees in excess of 40 feet in height by means of belts, spurs and ropes; perform tree trimming tasks at considerable heights above the ground; coordinate body movements with tasks to be performed; select and apply knowledge appropriate to job tasks; follow basic safety procedures for pesticide use; do the necessary rigging and tying of the various knots used in tree trimming work; follow instructions and location directions; learn new methods and techniques; make independent decisions; establish and maintain cooperative working relationships; communicate at a level required to perform the essential functions of the job; read, write, and follow oral and written directions in English at a level required for successful job performance;

Consequence of Error/Responsibility for Decisions

Poor decisions and/or negligence could result in the failure to properly service and maintain or operate equipment and cause excessive repair costs, loss of equipment and negatively impact work production. could also cause physical harm to the general public, operator and/or crewmembers. Employees of the State may be held liable for their own actions as a result of their carelessness on a job.

Public And Internal Contacts

The incumbent may be asked to work with representatives from both public and private Local Agencies as well as all levels of Caltrans Management.



California Department of Transportation

Duty Statement

Work Environment

The incumbent may/will be exposed to and work in loud noise; dust; chemicals; extreme weather conditions, great heights, confined spaces, uneven and unstable terrain, and next to vehicle traffic. The incumbent will be required to wear all personal protective equipment; move heavy objects; stand or sit for prolonged periods. Wear and use all required personal safety equipment. Follow all policies, and procedures. Will be required to work rotating or irregular shifts, including weekends, nights, holidays and overtime. Responds to after-hour emergencies.

Physical, Mental And Emotional Requirements

Employee will be required to bend; stoop; climb; kneel, reach, push, pull, sit and stand for long periods of time. May be required to assist in the clean up in the event of various types of accidents involving personal injury to others and/or hazardous spills. Must have ability to develop and maintain cooperative working relationships; respond appropriately to difficult situations; recognize emotionally charged issues or problems; and acknowledge the various responses. Employee must be able to work alone.

I have read and understand the duties listed above and can perform them with/without reasonable accommodations. (If you believe you may require reasonable accommodation, please discuss this with the hiring supervisor. If you are unsure whether you require reasonable accommodation, inform the hiring supervisor who will discuss your concerns with the Reasonable Accommodation Coordinator.)

EMPLOYEE**DATE**

I have discussed the duties with and provided a copy of this duty statement to the named above.

SUPERVISOR**DATE**